

NO.	TITLE/ SCOPE	STAFF DAYS					REMARKS
		QUARTER				TOTAL	
		1	2	3	4		
06	PROCUREMENT- OTHER						
06-01	Foreign Participation in Contracting To determine whether contracting officers are abiding by regulations and are requesting foreign disclosure review when foreign participation in a contract is anticipated			50		50	Proposed by AMC IR
06-02	Guidance on Release of Information Under the Freedom of Information Act To assure guidance is issued on release of technical data and cost proposals incorporated into a contract, including release of unit prices				60	60	Proposed by AMC IR
06-03	Use of Government Credit Cards To evaluate controls over Government Credit Card	50				50	Carry Over
07	CONTRACT ADMINISTRATION						
07-01	Oversight of SAMD Contractor Charges			60		60	AMSAM-SA Request
12	SUPPLY OPERATIONS-Wholesale						
12-01	Material Return Program To determine whether activities are receiving timely and accurate credit for return of repairable items				65	65	AMSAM-IR Initiated
12-02	Integrated Requirements Determination under Single Stock Fund To determine whether assets located at installation AWCF sites are used to fill requirements			70		70	AMSAM-IR Initiated
12-03	In-Transit Equipment To determine whether in-transit balances in CCS are correct.	60				60	Carry Over

19 INFORMATION TECHNOLOGY

19-01	Computer Security To evaluate computer security for e-mail and web sites					55	55 Auditable Entity File (AEF)
19-02	Interface Between IFS, DPAS, and Financial System: To evaluate the interface between various systems to ensure guidelines are met				50		50 AMC IR Proposal
19-03	Purchase, distribution, and accountability of sensitive I and communication equipment				60		60 AEF

20 INTELLIGENCE and SECURITY

20-01	SAP Tasks Completion of directed Special Access Program taskings	20	20	10	10	60	AMSAM-IS Request
20-02	Contractors Working in a Visitors Status To evaluate procedures for contractor security					60	60 AMSAM-IS Proposal
20-03	Army Potential Contracting Program To determine whether APCP is being conducted properly	70					70 AMSAM-IS Proposal

25 PROGRAM and BUDGET

25-01	Utilization of 218 Report to Account for Manpower To evaluate the adequacy of using the 218 report to account for manpower.					30	30 AMSAM-RM Request
25-02	Economy Act Orders Acceptance To determine if correct procedures are being used to accept Economy Act Orders.					50	50 AMC IR Proposal

26 OTHER COMPTROLLER FUNCTIONS

26-01	Travel Cards To determine controls over delinquent travel cards				30		30 AMC IR Proposal
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26-02	Fund Controls To evaluate fund controls					50	50 AMSAM-RM Proposal
26-03	Official Representation Funds To determine whether ORF are properly controlled	30					30 AMSAM-IR Proposal
26-04	GMLRS EMD Financial Statements To validate the accuracy of the statements					70	70 MLRS Request
29	SECURITY ASSISTANCE PROGRAM						
29-01	Funding of Shipments to FMS Customers To determine if proper funding authority is obtained prior to shipping Army stock to FMS customers					60	60 AMSAM-RM Request
30	COMMERCIAL ACTIVITY PROGRAM						
30-01	Commercial Activities Studies Required audit support of CA studies	10	10	10	10		40 Request by activity conducting CA Study
31	INVESTIGATIVE SUPPORT						
31-01	CID Support	20	20	20	20		80 CID Request
33a	EXTERNAL AUDIT LIAISON						
33a-01	External Audit Support Support of external audit agencies	198	192	195	198		783
33b	FOLLOW-UP						
33b-01	Audit Follow-up-General External and Internal Follow-up of open internal and external audit recommendations.	40	30	20	40		130
35	OTHER						
35-01	Suggestions/Value Engineering	10	10	10	10		40

	To evaluate suggestions, value engineering proposals c accuracy of projected savings					
35-02	Audit Alert Network (AAN) To review audit issues found at the installatio	5	5	5	5	20
35-03	Strategic Planning To support the command strategic planning missio as required.	5		5		10
35-04	Semi-annual IG Reporting Preparing required semi-annual IG reports		5		3	8
35a	MANAGEMENT CONTROL PROCESS ADMINISTRATION					
35a-01	Command Material Weaknesses To evaluate whether corrective actions were taken o reported material weaknesses	2			10	12
35a-02	Internal Control Certification To participate in the command internal control process				5	5
	MISCELLANEOUS					
	Unprogrammed AMCOM Tasks	105	75	110	40	330
	Unprogrammed Garrison Tasks	100	70	108	100	378
	TOTAL DIRECT TIME	725	707	753	741	2926
	ORIENTATION AND TRAINING	45	49	45	57	196
	SUPERVISION/ MANAGEMENT/ADMINISTRATION	110	108	114	114	446
	LEAVE AND HOLIDAYS	176	160	128	144	608
	TOTAL TIME	1056	1024	1040	1056	4176

